State of Nevada IT Task Force Subcommittee
Agenda & Meeting Minutes

Meeting Name: Task Force Subcommittee
Monthly Meeting
Facilitator: Rossalyn Hoid
Recorder: Kelly Chandler
Date: 03/28/02
Time: 1:30 to 3:00
Location: Kinkead Large Conference Room

Attendees

Name	Attend ✔	Name	Attend ✔
Rossalyn Hoid	√	Terry Savage	
Wally Voskuil	√	Kathy Ryan	√
Jim Demme	√	Kathy Comba	√
Chuck Conner		Bill Vance/ Kathy Shabi	√

Agenda

Time	Subject	Presenter
1:30	Call to Order	Rossalyn Hoid
1:37	Review Minutes	Rossalyn Hoid
1:40	Action Items Reviewed	Rossalyn Hoid
1:55	Open Discussion	
2:58	Next Meeting Date Discussed	Rossalyn Hoid
3:05	Close Meeting and Set Next Meeting Date	Rossalyn Hoid

Open Discussion

1.	Last meeting's minutes were discussed and approved by the committee. Change made to #4 (B)-Public Safety spent $600.00 per employee.
2.	It was suggested that for FY 04 & 05: All IT manager positions (Grade 41 and above) statewide that are currently classified would be changed to a "not-classified with special protection" (essentially unclassified except for purposes of removal).
3.	The following biennium (FY06 & 07), a proposal would be submitted to increase the salary range for these not-classified positions.
4.	Staff in these impacted positions can either choose to go to the new "not-classified" designation with the potential of a higher salary in the next biennium (FY06 & 07), or they could choose to remain in the classified designation, without the potential of a higher salary (grandfather clause).
5.	If an employee chose to remain classified, once that person vacates the position, the position would automatically go to the "not-classified" status for the new hire.

6.	It was suggested that a new type of IT position called <u>Information Technology Professional</u> could be created. A discussion ensued as to whether this should be classified or of the "not-classified with special protection". Would it be preferable for it to stand by itself (classified) so its broad-based classifications could be used even if the other bill doesn't pass? It would need to be flexible enough to accommodate the rapid changes in the information technology field and the changing duties staff are needed to perform. This will allow more flexibility in reassigning staff to different duties without running into the restrictions of the current classification system. Salary is to be determined, but it would need to be a wide range to allow a variety of job duties to be performed by the position.
7.	For FY 06 & 07: A proposal would be submitted to increase the salary range (TBD) for the IT manager not-classified positions.
8.	Wally inviting Phil Hauck of the Technical Services division to the next meeting to help write the proposal correctly and to differentiate between "not-classified with special protection" and unclassified and non-classified.
9.	Talk to Personnel, Dept of Admin and Budget to determine how to go about proposing this. There will be two separate bill drafts submitted, relating the second to the first, but not combining them.
10.	Have Personnel help with the salary surveys to determine the salary range for these new series. Look at Nevada, public and private salaries. Look at the Western region.
11.	Have Emerging Technology research other states to determine if they have done something similar, such as Delaware and Iowa. Get information on the legislation submitted and salary ranges.
12.	Write up the proposal draft and have Terry discuss it with the Governor and then Perry Comeaux.
13.	Ask Bob Beers to sponsor and submit bill.

Decisions

Item No.	Decision	Rationale	Impact	Date
1.	Training labs and IT classes will be posted on the IT Work Force web site			11/20/2001
2.	A proposal will be written for an Occupational Study and adjustments to current practices by agencies and the Personnel department			11/20/2001
3.	Sub-committees will meet monthly with the IT Work Force Committee meeting as required by the sub-committees			11/20/2001
4.	Next Meeting Date will be January 15, 2002 @ 1:30			11/20/2001
5.	Additions/Updates will be made to the Occupational Study draft document			01/15/2002
6.	NPD-19's will be prioritized before committee meets			01/15/2002
7.	Employees need to be present at NPD-19 meetings			01/15/2002
8.	Committee will vote on NPD-19s after everyone else leaves the room.			01/15/2002
9.				

Action Items

Item No.	Date Opened	Description	Assigned To	Status	Date Closed
1.	11/20/01	Training classes to be posted on the web	Rossalyn Hoid	Closed	01/15/2002
2.	11/20/01	Proposal written for Occupational Study and adjustments to current IT practices by agencies and the Personnel department	Terry Savage	Closed	01/15/2002
3.	11/20/01	Contact Gaming and Supreme Court about their classification methodologies	Rossalyn Hoid	Closed	01/15/2002
4.	11/20/01	Contact Wally Voskuil and Jeanne Greene about Occupational Study and its potential costs	Terry Savage	Closed	02/15/2002
5.	01/15/02	Rossalyn Hoid will send Gartner Study on training dollars to the group via e-mail	Rossalyn Hoid	Closed	02/15/2002
6.	01/15/02	Terry Savage will make changes to the first draft of the Occupational Study	Terry Savage	Closed	02/15/02
7.	3/28/02	Call Colorado River Commission to get more information.	Rossalyn Hoid		
8.	3/28/02	E-mail proposal to all committee members.	Kathy Ryan		
9.	3/28/02	Take proposal for IT positions to Jeannie Green and Carol Thomas and discuss them.	Wally Voskuil		
10.	3/28/02	Invite Phil Hauck of the Technical Services division to the next meeting	Wally Voskuil		
11.	3/28/02	Talk to Personnel, Dept of Admin and Budget to determine how to go about proposing this. There will be two separate bill drafts submitted, relating the second to the first, but not combining them.	Rossalyn Hoid		
12.	3/28/02	Have Emerging Technology see what they can find out from the other states who have done something similar, such as Delaware and Iowa. Get information on the legislation submitted and salary ranges.	Kathy Ryan		

Approved By

Signature	Name	Role	Date